

## Questions from Vendors

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1. Attachment 2 (Proposal instructions) Section 3.i states that resumes are required for only key personnel (PM, Deputy PM); however, later in Section ii.C, it states that resumes for the entire staffing Team shall be submitted. Please clarify if the Government wishes to receive a resume for each person proposed or only for the key personnel. [We would like to have resumes for each person proposed.](#)
2. Which territories, if any, are non-authorized? [Commonwealth of Puerto Rico, Panama Canal Zone, Commonwealth of the Pacific, Micronesia, Republic of Belau, Federated States of Micronesia, Commonwealth of the Northern Mariana Island.](#)
3. On page M-2, item 2(ii) of the RFP asks for a discussion of the contractor's "ability to integrate the work to be performed." Does this mean taking appropriate actions under one task to facilitate the successful completion of other tasks? If that does not fully capture the meaning of integrating the work, could you please provide an example to illustrate the concept? [This is a question to address the overall work flow or process of all the tasks and subtasks in the SOW. An example is the FLPP database, which aids in the processing of applications; from data entry of the applications to printing letters, badges & certificates to managing the workflow. HQ receives an application and hands it off to the contractor who processes the application and hands off the application to the Regions for approval or disapproval.](#)
4. Does EPA have an estimate of the number of calls to the information help line each year? [5000 per year.](#)
5. Will a test be administered each month in a given state if at least one person signs up? [Yes.](#)
6. How long does the test take (i.e., how much time are test-takers permitted to take)? [2 hours.](#)
7. Page 2-3 of the RFP states that "proposals (not including resumes) shall not exceed 20 pages." We assume that this limit applies to the technical proposal; is that correct? Would EPA consider increasing the page limit?  
[The "not to exceed" page limit only applies to the technical proposal, however, the page limit has been increased to 25 pages. See Amendment 0001 to the solicitation for this change.](#)
8. Section L.10; page L-7 states, "Offerors shall submit the information requested below as part of their proposal for both the offeror and any proposed subcontractors for subcontracts expected to exceed \$0.00." Does the Government have a different dollar amount to be inserted in this section?  
[No, the Government does not have a different dollar amount to be inserted in this section.](#)

The \$0.00 amount was intentional.

9. For evaluation and pricing purposes, please confirm whether the Government requires us to use the minimum or maximum estimated quantities.

The Government requires interested vendors to use the maximum estimated quantities when proposing on this requirement.

10. In our budget, how should we reflect our travel costs for Task 1, Subtask B, given that this will be a fixed-price contract?

Travel costs should be included in your fixed-price line item.

11. We assume that EPA will need to choose a certain number of units of each service for the purposes of comparing cost proposals. (For example, if Firm 1 prices service A at \$1.00 and service B at \$2.00, while Firm 2 prices service A at \$2.00 and service B at \$1.00, we assume that EPA will use values for the number of units of service A and service B to compare the total cost of each firm's bid.) If this assumption is correct, would EPA be willing to disclose the number of units of each service it will use in comparing bids? This would help us to get a sense of EPA's "expected quantity" of each service, which would help us project the level of staffing needed.

The EPA will be using the maximum estimated units/quantities when comparing bids.

12. The CLIN Nos. for the base year and option years are the same, is this an oversight or intentional?

This is an oversight. Please see Amendment 0001 to the solicitation for changes made to CLIN Nos.